

**DELAWARE DEPARTMENT OF JUSTICE
JOB OPENING**

Opening Date: **May 22, 2018** **Closing Date:** **Until Filled**

Registration Specialist (Pay Grade 12)
Fraud & Consumer Protection Division, Investor Protection Unit
New Castle County

Job Responsibilities and Duties:

The Registration Specialist in the Fraud and Consumer Protection Division; Investor Protection Unit, in New Castle County is responsible for processing all applications for all individual registrations to do business in Delaware as a broker-dealer agent, investment advisor representative, or issuer agent. The Registration Specialist also reviews NASAA expungement requests, acts as the education and outreach coordinator for the Unit and assists with Investment Advisor examinations.

The Registration Specialist prepares and submits timely reports and is expected to maintain professional contacts and strong lines of communication and coordination with state and federal securities regulators and securities self-regulatory organizations.

Minimum Qualifications:

A degree in Accounting or Business Administration is preferred or significant experience in investigation of financial fraud.

Internal Delaware Department of Justice Applicants: Please submit an updated Resume or summary of work experience to the Director of Human Resources.

External Applicants: In order to be considered for this position, external applicants must submit Resume and the Delaware Department of Justice Application (please see link): <http://attorneygeneral.delaware.gov/executive/hr/job-application/>

OR external applicants can mail Resume and the Delaware Department of Justice Application to: Delaware Department of Justice, Human Resources, 820 N. French Street, 6th Floor, Wilmington, DE 19801, OR E-mail to: DOJHR@state.de.us OR Fax to: 302-577-5866. EOE.